



Counselor and Administrator Support for Students and Families Considering Withdrawal

This document provides a resource for school counselors and administrators as they support students and families considering withdrawal from the traditional school setting. In order to have meaningful conversations, counselors are encouraged to research, collaborate with colleagues, and share local, state, and national resources with students and families to assist in determining optimal avenues to continuous engagement and support.

Parent & Student Meeting Preparation	Collection of data <ul style="list-style-type: none"> Collaborate with Student Services supports for student information Student's grade level Student diploma type and pathway choice Student's history and trending data (academic, attendance, behavioral)
Counselor Conversation Guide	
Consideration to withdraw	What is the student and family's reason for withdrawal? <ul style="list-style-type: none"> Is it situational?
On-Track for Grade Level	Is the student on track for graduation?
Postsecondary Plans	What is the student's postsecondary plan? <ul style="list-style-type: none"> Is the student pursuing enrollment, employment, or enlistment leading to service? Is the student actively engaged in a chosen pathway? <ul style="list-style-type: none"> If a student is in grade 10 or below, would another pathway align more with his or her interests?
Preferred Learning Style	What is the student's preferred learning style (face-to-face, virtual, or alternative setting)?
Plan for Continued Education	What is the plan for the student's continued education? <ul style="list-style-type: none"> If a family chooses homeschool, schools are not permitted to request confirmation of curriculum that will be used in homeschool settings unless support is requested by the parent. If a parent is interested in an accredited virtual school, school staff can share available options. If a student or family is interested in pursuing high school equivalency (HSE), school staff can share available adult education programs. (This option is only available to students aged 16 and older) If a student requires accommodations to remain enrolled, see the Maintaining Enrollment section below.



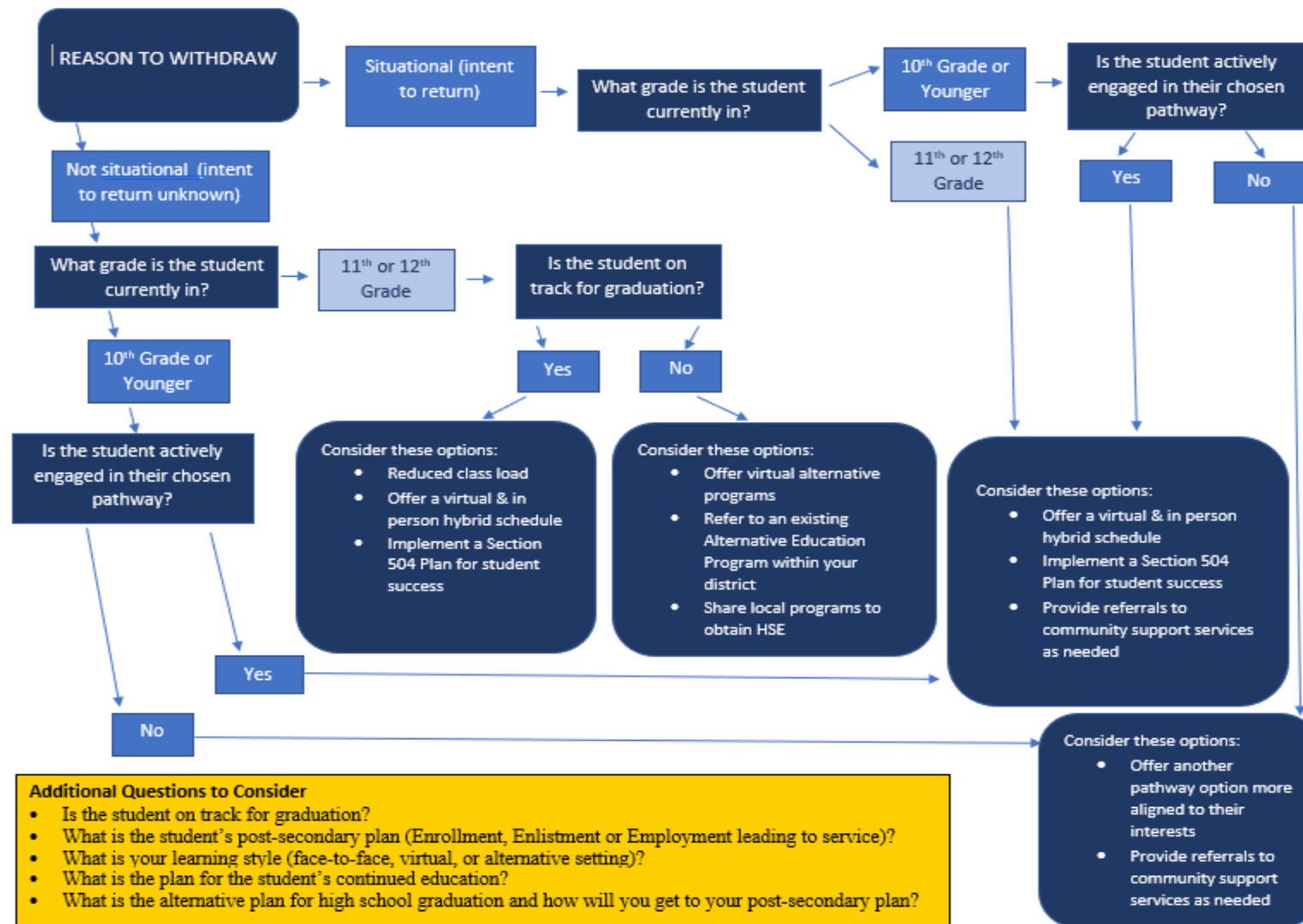
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	<ul style="list-style-type: none">• If a family chooses to return their student, follow the normal enrollment process.
Maintaining Enrollment	<ul style="list-style-type: none">• Keep student in school with a reduced classload. Schools must still ensure students meet the minimum instructional hour requirements.• Implement a Section 504 Plan for student success.• Offer a hybrid schedule of both virtual and in-person instruction. Schools must still ensure students meet the minimum instructional hour requirements.• Refer to an existing Alternative Education Program within your district.• Provide referrals to community support services as needed. See the School Template: Local Family Support Resources below.
School or Corporation-Wide Long-Term Solution	<ul style="list-style-type: none">• Offer an Alternative Education Program with a flexible schedule. Visit the IDOE Alternative Education webpage for more information, or contact studentpathways_alted@doe.in.gov.



Flow Chart: Options to Maintain Enrollment





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School Template: Local Family Support Resources

Parent & Student Request (Check all that apply)	Student Needs	Local Resources																											
<input type="checkbox"/>	<ul style="list-style-type: none"> Academic Supports 	<table border="1"> <tr> <td>Your Local Public Library:</td> <td colspan="2"></td> </tr> <tr> <td>Address</td> <td colspan="2"></td> </tr> <tr> <td>Phone</td> <td></td> <td>Contact:</td> </tr> </table> <table border="1"> <tr> <td>Your Local Tutoring Resources:</td> <td colspan="2"></td> </tr> <tr> <td>Address</td> <td colspan="2"></td> </tr> <tr> <td>Phone</td> <td></td> <td>Contact:</td> </tr> </table> <table border="1"> <tr> <td>Your Local Adult Literacy Resources:</td> <td colspan="2"></td> </tr> <tr> <td>Address</td> <td colspan="2"></td> </tr> <tr> <td>Phone</td> <td></td> <td>Contact:</td> </tr> </table>	Your Local Public Library:			Address			Phone		Contact:	Your Local Tutoring Resources:			Address			Phone		Contact:	Your Local Adult Literacy Resources:			Address			Phone		Contact:
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Additional Resources	
Student Needs	Resources
<ul style="list-style-type: none">• Academic Supports	<ul style="list-style-type: none">• Rose Hulman Ask Rose: 1-877-ASK-ROSE• IDOE Graduation Pathways Resources• Indiana Adult Education• Khan Academy• Schoolhouse.world
<ul style="list-style-type: none">• Student Behavioral Supports	<ul style="list-style-type: none">• IDOE School Counseling Moodle Page• Behavior Doctor Seminars
<ul style="list-style-type: none">• Individualized Educational Plans• Section 504 Accommodations	<ul style="list-style-type: none">• IDOE Special Education Resources
<ul style="list-style-type: none">• Ensure Student Self Advocacy & Empowered Personal Choices Through Community Agency & Resources	<ul style="list-style-type: none">• Indiana Youth Institute MENTOR Indiana• Big Brothers Big Sisters of America
<ul style="list-style-type: none">• Student and/or Family Employment Opportunities	<ul style="list-style-type: none">• Indiana Department of Workforce Development• U.S. Department of Labor
<ul style="list-style-type: none">• Child Care Services	<ul style="list-style-type: none">• Indiana Child Care Finder• On My Way Pre-K• Child Care and Development Fund• Indiana ChildCare.Gov
<ul style="list-style-type: none">• Family Stability Resources	<ul style="list-style-type: none">• Indiana United Way• Families First Indiana• Indiana Department of Child Services

For additional information, please email StudentPathways@doe.in.gov.